



City of Hamilton

THE WOMEN AND GENDER EQUITY ADVISORY COMMITTEE AGENDA

Meeting #: 22-05

Date: May 26, 2022

Time: 6:00 p.m.

Location: YouTube Channel Streaming for Virtual Meetings (due to COVID)

Due to the COVID-19 and the Closure of City Hall

All electronic meetings can be viewed at:

City's YouTube Channel:

<https://www.youtube.com/user/InsideCityofHamilton>

Morgan Stahl, Director, Government Relations & Community Engagement (289) 556-6446

Pages

1. CEREMONIAL ACTIVITIES

1.1. Land Acknowledgement

2. APPROVAL OF AGENDA

(Added Items, if applicable, will be noted with *)

3. DECLARATIONS OF INTEREST

4. APPROVAL OF MINUTES OF PREVIOUS MEETING

4.1. Meeting Minutes - April 28, 2022

5

5. COMMUNICATIONS

6. DELEGATION REQUESTS

7. CONSENT ITEMS

8. PUBLIC HEARINGS / DELEGATIONS

9. STAFF PRESENTATIONS

10. DISCUSSION ITEMS

10.1. Annual Review of Terms of Reference

9

Annual Review of Terms of Reference:

(h) That all established Advisory Committees review their Committee's Terms of Reference and Mandate, on an annual basis, recommending necessary amendments to their respective Standing Committees;

10.2. Roles, Responsibilities and Expectations of New Members:

Roles, Responsibilities and Expectations of New Members:

*(g) That all established Advisory Committees prepare, **prior to the end of each term of Council**, a detailed Roles, Responsibilities and Expectations of New Members, to be available to potential applicants during the recruitment process;*

10.3. Report on Committees' Activities

15

Report on the Committees' Activities:

*(o) That Advisory Committees be directed **to submit annual progress reports of the Committee's activities to their respective Standing Committee for review** by November of each calendar year, in support of their budget request and consider various options (annual report; electronic newsletter from all Advisory Committees quarterly or biannually; etc.) for keeping Council up to date on their committee's activities;*

10.4. Agenda Items for June

11. MOTIONS

11.1. Selection of a Recording Secretary

12. NOTICES OF MOTION

13. GENERAL INFORMATION / OTHER BUSINESS

14. PRIVATE AND CONFIDENTIAL

15. ADJOURNMENT

15.1. Next Meeting, June 23, 2022



Hamilton

Minutes 22-004

Hamilton Women and Gender Equity Committee

Thursday, April 28, 2022

6:00pm-8:00pm

Due to the COVID-19 and the Closure of City Hall All electronic meetings can be viewed at: City's YouTube Channel:

**<https://www.youtube.com/user/InsideCityofHamilton>
Virtual Meeting**

Present: Jan Lukas, Deanna Allain, Adriana Harris, Autumn Getty, Yulena Wan, Julie Turner, Heather Platt, Michelle Hutton, Stephanie Scardellato, Melanie Cummings, Pascale Marchand, Kathleen Shannon

Regrets: Anna Davey, Gagan Batra

Also Present: Kim Manderson - Staff Liaison
Morgan Stahl, Director Government Relations and Community Engagement

1. CEREMONIAL ACTIVITIES

1.1 Land Acknowledgement

D. Allain provided the Land Acknowledgement

2. APPROVAL OF THE AGENDA (ITEM 2)

Item added to the Agenda- D. Allain

(i) Introduction of New and Standing Members

Item added to 10.1a Recruitment Update

(ii) Agenda Items for May meeting

Item added as 10.1(b)

(J.Lukas /A. Harris)

That the Agenda of April 28, 2022 be approved as amended.

CARRIED

3. DECLARATION OF INTEREST (ITEM 3)

None.

4. APPROVAL OF MINUTES OF PREVIOUS MEETING (ITEM 4)

i. March 24, 2021 (Item 4.1)

(J.Lukas /Y.Wan)

That the Hamilton Women and Gender Equity Committee approve the Minutes of March 24, 2022 as presented.

CARRIED

5. DISCUSSION ITEMS (ITEM 10)

i. Business Arising from Previous Minutes (Item 10.1)

a. Recruitment Update

Introduction of new and standing members. Each member provided an introduction to the committee.

b. May Agenda Items (Added Item 10.1b)

D.Allain requested that the Committee review the directives that need to be addressed prior to the end of the Committee term for discussion at the May meeting.

Staff sent email to the Committee on March 7, 2022 outlining the tasks that required completion by the Committee prior to the end of term. Staff to send out to all members following in advance of the May meeting.

Documents for review include: Committee work plan and the status of each item and an annual review of the terms of reference.

c. Roles and Responsibilities (Added Item 10.1c)

D. Allain discussed that the HWGEC does not have a Recording Secretary as outlined in the Volunteer Advisory Committee Handbook. D. Allain requested members to review the responsibilities of the role for a motion to be carried out at the May meeting to appoint a recording secretary.

Staff was requested to send out the role description in advance of the May meeting.

6. ADJOURNMENT (ITEM 15)

(P. Marchand/J.Lukas)

That the Hamilton Women and Gender Equity Committee be adjourned at 6:30 p.m.

CARRIED

Respectfully submitted,

D. Allain, Chair
Hamilton Women and
Gender Equity Committee

Kim Manderson,
Human Rights Specialist, Talent & Diversity
City Manager's Office, Human Resources.



CITIZEN COMMITTEE REPORT

To:	Chair and Members Audit, Finance & Administration Committee
From:	Stephanie Bertolo Status of Women Committee <hr style="width: 20%; margin-left: auto; margin-right: 0;"/> (to be signed by the Chair)
Date:	October 14, 2021
Re:	Renaming the Status of Women Committee and Changes to the Terms of Reference and Mandate

Recommendation:

That the Terms of Reference and Mandate of the Status of Women Committee be amended as follows:

- That the Status of Women Committee be renamed the Women and Gender Equity Committee;
- That the Mandate include the following:
 - The Women and Gender Equity Committee for the City of Hamilton acts as an Advisory Committee on matters pertaining to gender inequities faced by women, trans, and non-binary individuals. It achieves this mandate by providing Council input on matters of municipal concern and evaluating the City on its related efforts
- That the strategic objectives of the Women and Gender Equity Committee include language around trans and non-binary individuals and gender equity, as follows:
 - Define, investigate, study and make recommendations on issues of gender equity of the City of Hamilton and other matters of social or municipal concern including matters referred to this Committee by City Council, staff and City of Hamilton Committees.
 - Inform citizens of the City of Hamilton on issues affecting women, trans, and non-binary individuals.

SUBJECT: Renaming the Status of Women Committee and Changes to the Terms of Reference and Mandate
Page 2 of 2

- Actively supporting the public participation of women, trans, and non-binary individuals in all aspects of civil life
- Advise citizens of the City of Hamilton of decisions made by City Council which may impact on women, trans, and non-binary individuals including matters of social concern and those referred to City Council by this Committee.

Background:

Since the beginning of the Status of Women Committee's term in 2019, its members have discussed ways in which it could be more inclusive. One area of focus is gender inclusivity for all individuals who are women, trans, and non-binary. The current language describing the Committee only represents women. As such, the Committee recommends Council change its name and mandate to be more inclusive of trans and non-binary individuals. The Committee recommends the name the "Women and Gender Equity Committee." Additionally, the Committee recommends the mandate be modified from "To act as an Advisory Committee on matters pertaining to women and to provide input with respect to matters of municipal concern." to "The Women and Gender Equity Committee for the City of Hamilton acts as an Advisory Committee on matters pertaining to gender inequities faced by women, trans, and non-binary individuals. It achieves this mandate by providing Council input on matters of municipal concern and evaluating the City on its related efforts."

During the March 25, 2021 meeting the Committee passed a motion to recommend Council change the terms of reference to rename the committee. Following this, the Committee passed a motion on **June 24, 2021** to change the Committee's mandate.

Analysis/Rationale:

Renaming the Status of Women Committee and modifying its mandate will demonstrate the gender inclusivity the Committee works to embody and that it is a space welcoming of trans and non-binary voices. The Committee already works to use gender-inclusive language and approach in all meetings and committee activities. However, the name of the committee should best reflect its actions. Approving this name change will also demonstrate Council's commitment to being a more inclusive environment and encourage participation from citizens who are currently underrepresented in the municipal environment.

The name "Women and Gender Equity Committee" more explicitly highlights a commitment to gender equity. It also aligns with the name change of the Status of Women Canada in 2018, which is now known as Women and Gender Equality Canada.

SUBJECT: Renaming the Status of Women Committee and Changes to the Terms of Reference and Mandate
Page 3 of 2

The modifications to the mandate are more in line with what the Committee aims to achieve, uses more inclusive language, and provides a more detailed explanation of its work.

HAMILTON WOMEN AND GENDER EQUITY COMMITTEE

MANDATE:

The Women and Gender Equity Committee for the City of Hamilton acts as an Advisory Committee on matters pertaining to gender inequities faced by women, trans, and non-binary individuals. It achieves this mandate by providing Council input on matters of municipal concern and evaluating the City on its related efforts

STRATEGIC OBJECTIVES:

Define, investigate, study and make recommendations on issues of concern affecting women, trans and non-binary individuals of the City of Hamilton and other matters of social or municipal concern including matters referred to this Committee by City Council, staff and City of Hamilton Committees.

Inform citizens of the City of Hamilton on issues affecting women, trans and non-binary individuals.

Actively encourage women, trans and non-binary individuals to participate in all aspects of society and support them in their life choices.

Advise citizens of the City of Hamilton of decisions made by City Council which may impact on women, trans and non-binary individuals including matters of social concern and those referred to City Council by this Committee.

	<ul style="list-style-type: none"> • Write a citizen committee report outlining the committee's findings and recommendations, with a focus on COVID's impact on mental health 			
4) Learn more about how to support survivors of domestic violence	<ul style="list-style-type: none"> • Invite groups working with DV survivors to the committee to discuss policies that prevent access to justice 	SWC members	September 2021	